

To: Authorized Representatives, Child and Adult Care Food Program

From: Melissa Halling, Child Nutrition Program Specialist  
Janelle Peterson, Child Nutrition Program Specialist  
Child and Adult Nutrition Services – DOE

Re: CACFP Plus! Training Workshops

Date: February 10, 2006

The Child and Adult Nutrition Services (CANS) office is excited to announce the first annual “CACFP Plus!” training workshops. These workshops will replace the CACFP / SFSP operational workshops that have been held during the month of May for the past five years. CACFP Plus! is a full-day workshop that begins with a summary of the CACFP basics (which is now required on an annual basis, at a minimum) followed by a variety of workshops covering management skills for success, fresh fruits and vegetable, safety and sanitation in the kitchen, etc.

Make plans now to attend a “CACFP Plus!” workshop in your area. While this specific workshop is not mandatory, it is mandatory that every local agency participate in annual training. These workshops are an excellent opportunity for that training. If the local agency does not take advantage of these training sessions, the local agency is responsible to ensure that training for the local agency staff is completed prior to the end of the current Program year (September 30, 2006).

Enclosed you will find an overview of the workshop and a registration form. The registration form must be completed by each local agency and returned to the appropriate address or fax to register attendees for the training sessions. Confirmation, specific information, and directions to the sites will be mailed to the person listed as the contact person on the registration form. The dates and locations of the training are as follows:

April 12	Watertown	Lake Area Technical Institute
May 10	Rapid City	Youth & Family Services
July 26	Sioux Falls	Augustana College
August 9	Aberdeen	Aberdeen Catholic Schools
August 22	Pierre	Capitol Lake Visitor's Center

The registration form must be completed and returned **no later than 20 days prior to the date of the workshop** you plan to attend. Forms will be accepted by mail, fax, or email to [Melissa.Halling@state.sd.us](mailto:Melissa.Halling@state.sd.us). An electronic registration form can be requested by emailing the address above or the form is located on our website (listed below). Registrations received after the 20 day deadline will be accepted only if there is space available. You will receive confirmation of your registration by mail. If you believe you have registered but do not receive a confirmation letter at least one week prior to the workshop, please contact us immediately.

We are looking forward to seeing you. As always, please feel free to call our office at 773-3413 with any questions, comments, or concerns you may have. Thank you.